RESOLUTION 0121202

A RESOLUTION
TO APPROVE A POLICY REGARDING DESTRUCTION OF VERBATIM RECORDS OF CLOSED SESSION MEETINGS

WHEREAS, pursuant to the Open Meetings Act (hereinafter, the "Act"), 5 ILCS 120/1 *et seq.*, the Township Supervisor and Board of Trustees (hereinafter, collectively, the "Township Board") must keep written minutes of all their meetings, whether open or closed, and a verbatim record of all their closed meetings in the form of an audio or video recording; and

WHEREAS, the Act provides that the verbatim record of a closed meeting may be destroyed no less than eighteen (18) months after the completion of the meeting recorded, but only after: (1) the Township Board approves the destruction of a particular recording; and (2) the Township Board approves minutes of the closed meeting that meet the requirements of Section 2.06 of the Act; and

WHEREAS, the Township Board deem it necessary and appropriate for the timely destruction of verbatim records of their closed session meetings in accordance with the Act to adopt the "Policy Regarding Destruction of Verbatim Records of Closed Session Meetings," a copy of which is attached hereto and incorporated herein by this reference;

NOW, THEREFORE, BE IT RESOLVED by the Supervisor and Board of Trustees of Hanover Township, Cook County, Illinois, as follows:

SECTION ONE: INCORPORATION OF RECITALS. The recitals are hereby incorporated into the body of this Resolution as though fully set forth herein.

SECTION TWO: **ADOPTION.** The Policy Regarding Destruction of Verbatim Records of Closed Session Meetings, a copy of which is attached hereto and incorporated into the body of this Resolution as though fully set forth herein, is hereby adopted and approved.

SECTION THREE: **SEVERABILITY.** If any section, paragraph or provision of this Resolution shall be held to be invalid or unenforceable for any reason, the invalidity or unenforceability of such section, paragraph, or provision shall not affect any of the remaining provisions of this Resolution.

SECTION FOUR: **REPEALER.** All prior Ordinances and Resolutions in conflict or inconsistent herewith are hereby expressly repealed only to the extent of such conflict or inconsistency.

SECTION FIVE: **EFFECTIVE DATE.** This Resolution shall be in full force and effect upon its passage and approval.

ROLL CALL VOTE: Supervisor McGuire and Trustees Beattie, Martinez, Essick, and Moinuddin
AYES: 4
NAYS: 0
ABSENT: 1 Trustee Essick
PASSED: January 21, 2020
APPROVED: January 21, 2020

Brian P. McGuire, Township Supervisor

ATTEST:

Katy Dolan Baumer, Township Clerk

CERTIFICATION

I, the undersigned, do hereby certify that I am the Township Clerk of Hanover Township, Cook County, Illinois, and that the foregoing is a true, complete and exact copy of Resolution 0121202, enacted on January 21, 2020, and approved on January 21, 2020, as the same appears from the official records of Hanover Township.

Katy Dolan Baumer

Katy Dolan Baumer, Township Clerk